

# 838 Trading Partner Profile

Functional Group ID= **TD**

## Introduction:

This Draft Standard for Trial Use contains the format and establishes the data contents of the Trading Partner Profile Transaction Set (838) for use within the context of an Electronic Data Interchange (EDI) environment. This transaction set can be used to request, change, verify or transmit business profile information to or from a trading partner. This information can be used by the receiver to facilitate the processing of the sender's business transactions. The transaction set may be used to convey government survey information, business classification, general survey information, summary supplier ratings, changes in the EDI environment information, tax information, entity relationships, and general business profile information to update automated information data bases between trading partners.

## Notes:

- 1. Each business entity desiring to do business with the Federal Government must register as a Federal Government Trading Partner. A Subordinate business element who intends to do business directly with the Federal Government should register in its own right and should not use the registration of its parent company.*
- 2. Use this transaction set either for an initial request for registration, or to cancel or change previously transmitted data. Use also to transmit a duplicate request for registration when the original was not received by the Federal Government. Use also to submit an annual, or such other update (e.g., when mandated changes to certifications or representations compel an update), as may be required by the Federal Government, of Registration information to the Federal Government including any annual requirement for submitting certifications and representations.*
- 3. In all cases, except cancellation, transmit the complete transaction set containing all information in the most current form. For example, when submitting a change, information that is not changed is transmitted along with the changed information. Deleted information is omitted in the new submission.*
- 4. Use this transaction set to register as either an EDI capable or a non-EDI capable trading partner. When registering as an EDI capable trading partner, use the 1/ENE/390 loop to completely describe the registrants EDI capabilities. When registering as a non-EDI capable trading partner, do not use the 1/ENE/390 loop.*
- 5. All Federal Agencies may use this transaction set to register in the Central Contractors Request (CCR) database.*
- 6. DUNS + 4 Business Rules for Commercial Trading Partners:*

### *Background*

*The following are a set of rules designed to ensure data integrity while supporting DUNS + 4*

*identification of companies in the Central Registration.*

**Definitions.**

**Parent:** *A business entity with controlling ownership (more than 50%) in another corporation.*

**Subsidiary:** *A corporation with more than 50% of its voting stock owned by another business entity.*

**DUNS + 4 Implementation Rules**

*A parent corporation must register with a DUNS number.*

*A subsidiary must be pre-identified in the parent corporation's registration.*

*Subsidiaries may be identified with a DUNS or a DUNS + 4 number.*

*A parent corporation may identify only the first level of subsidiaries with DUNS + 4 numbers.*

*When a parent corporation's registration goes inactive, the subsidiary's registration, if DUNS + 4, goes inactive.*

*A subsidiary with a DUNS number has a registration independent of the parent corporation's.*

*Upon a parent corporation's registration becoming inactive, notifications will be sent to all DUNS + 4 identified subsidiaries.*

*A subsidiary will not be permitted to change its corporate name and DUNS + 4 number.*

*The author and reason for de-activation of a subsidiary's registration will be contained in a message to the subsidiary corporation.*

*Corporate parents may select a corporate-wide or subsidiary-unique TPIN.*

**7. If a registrant has multiple remit to addresses, a separate registration is required utilizing the DUNS + 4 Business Rules for Commercial Trading Partners.**

**8. 1/BTP/020, if BTP06 = 01, 04 or 30, then one iteration of N901 with an " EL " is required to transmit the TPIN.**

	<b>Pos. No.</b>	<b>Seg. ID</b>	<b>Name</b>	<b>Req. Des.</b>	<b>Max.Use</b>	<b>Loop Repeat</b>	<b>Notes and Comments</b>
Must Use	010	ST	Transaction Set Header	M	1		
Must Use	020	BTP	Beginning Segment For Trading Partner Profile	M	1		
Not Used	021	REQ	Request Information	O	1		
Not Used	025	PER	Administrative Communications Contact	O	1		
Not Used	027	SPI	Specification Identifier	O	>1		
			<b>LOOP ID - LX</b>			<b>&gt;1</b>	
	029	LX	Assigned Number	O	1		
	030	PLA	Place or Location	O	1		

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Not Used	040	LCD	Place/Location Description	O	>1	
Not Used	050	LIN	Item Identification	O	>1	
					LOOP ID - N1 >1	
	060	N1	Name	O	1	
	070	N2	Additional Name Information	O	2	
	080	N3	Address Information	O	2	
	090	N4	Geographic Location	O	1	
	100	N9	Reference Identification	O	>1	
	110	PER	Administrative Communications Contact	O	>1	
Not Used	120	CUR	Currency	O	>1	
Not Used	130	TAX	Tax Reference	O	>1	
Not Used	140	FOB	F.O.B. Related Instructions	O	>1	
Not Used	150	ITD	Terms of Sale/Deferred Terms of Sale	O	>1	
Not Used	160	TD5	Carrier Details (Routing Sequence/Transit Time)	O	>1	
	165	SPI	Specification Identifier	O	>1	
Not Used	170	FBB	Foreign and Industry Business	O	>1	n1
Must Use	171	DTM	Date/Time Reference	O	2	
Not Used	172	MEA	Measurements	O	>1	
					LOOP ID - LCD >1	
	173	LCD	Place/Location Description	O	1	
Not Used	174	N2	Additional Name Information	O	1	
Not Used	175	N4	Geographic Location	O	1	
Not Used	177	DMG	Demographic Information	O	>1	
Not Used	178	MEA	Measurements	O	>1	
					LOOP ID - TPD >1	
	180	TPD	Trading Partner Detail	O	1	
Not Used	190	N9	Reference Identification	O	>1	
Not Used	200	PID	Product/Item Description	O	>1	
	210	DTM	Date/Time Reference	O	>1	
Not Used	215	LS	Loop Header	O	1	
					LOOP ID - TUD >1	
Not Used	220	TUD	Trade Union Data	O	1	
Not Used	230	DTM	Date/Time Reference	O	>1	
Not Used	240	N1	Name	O	1	
Not Used	250	N2	Additional Name Information	O	2	
Not Used	260	N3	Address Information	O	2	
Not Used	270	N4	Geographic Location	O	1	
Not Used	280	PER	Administrative Communications Contact	O	>1	
Not Used	285	LE	Loop Trailer	O	1	
					LOOP ID - SPR >1	
Not Used	290	SPR	Supplier Rating	O	1	
Not Used	300	N9	Reference Identification	O	>1	
Not Used	310	DTM	Date/Time Reference	O	>1	
					LOOP ID - PAM >1	
	320	PAM	Period Amount	O	1	

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	330	DTM	Date/Time Reference	O	>1
Not Used	340	TAX	Tax Reference	O	>1
Not Used	350	CUR	Currency	O	>1
LOOP ID - TXN					>1
Not Used	360	TXN	Transaction Capabilities	O	1
Not Used	370	N9	Reference Identification	O	>1
Not Used	380	DTM	Date/Time Reference	O	>1
LOOP ID - LM					>1
Not Used	381	LM	Code Source Information	O	1
Not Used	382	LQ	Industry Code	M	>1
LOOP ID - ENE					>1
	390	ENE	Electronic Systems Environment	O	1
LOOP ID - N1					>1
	400	N1	Name	O	1
Not Used	410	N2	Additional Name Information	O	2
Not Used	420	N3	Address Information	O	2
Not Used	430	N4	Geographic Location	O	1
Not Used	440	TPD	Trading Partner Detail	O	>1
Not Used	450	PID	Product/Item Description	O	>1
	460	N9	Reference Identification	O	>1
Not Used	470	PER	Administrative Communications Contact	O	>1
LOOP ID - TXN					>1
	480	TXN	Transaction Capabilities	O	1
Not Used	490	N9	Reference Identification	O	>1
Not Used	500	DTM	Date/Time Reference	O	>1
Not Used	510	ERI	Entity Relationship	O	>1
Not Used	520	AMT	Monetary Amount	O	>1
Must Use	530	SE	Transaction Set Trailer	M	1

**Transaction Set Notes**

1. With each occurrence of the PLA loop, the sum of FBB03 for separately identified countries cannot exceed 100.

**Segment:** **ST** Transaction Set Header  
**Position:** 010  
**Loop:**  
**Level:**  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To indicate the start of a transaction set and to assign a control number  
**Syntax Notes:**  
**Semantic Notes:** 1 The transaction set identifier (ST01) used by the translation routines of the interchange partners to select the appropriate transaction set definition (e.g., 810 selects the Invoice Transaction Set).  
**Comments:**

**Data Element Summary**

	<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
	<b><u>Des.</u></b>	<b><u>Element</u> <u>Name</u></b>	
<b>Must Use</b>	<b>ST01</b>	<b>143 Transaction Set Identifier Code</b> Code uniquely identifying a Transaction Set 838 Trading Partner Profile	<b>M ID 3/3</b>
<b>Must Use</b>	<b>ST02</b>	<b>329 Transaction Set Control Number</b> Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set <i>Use to transmit a unique number assigned by the originator of the transaction set. This number may be system generated.</i>	<b>M AN 4/9</b>

**Segment:** **BTP** **Beginning Segment For Trading Partner Profile**  
**Position:** 020  
**Loop:**  
**Level:**  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To indicate the type and purpose of the profile data  
**Syntax Notes:** 1 If BTP08 is present, then BTP07 is required.  
 2 If BTP09 is present, then BTP08 is required.  
**Semantic Notes:** 1 BTP01 indicates the purpose of this EDI transmission.  
 2 BTP02 is the identifying number of this transaction.  
 3 BTP03 and BTP04 are the transaction set date and time.  
 4 BTP06 indicates the status of the data content within the transaction.  
 5 BTP07 indicates reference number or previous reference number associated with this transaction.  
 6 BTP08 and BTP09 are date and time associated with BTP07.  
**Comments:**

**Data Element Summary**

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>		
Must Use	BTP01	353	Transaction Set Purpose Code	M ID 2/2
			Code identifying purpose of transaction set	
			00 Original	
				<i>Use to indicate the initial submission of a request to register and the original submission of a change or annual update.</i>
			01 Cancellation	
				<i>1. Use to indicate a cancellation of a previously submitted request to register.</i>
				<i>2. Use BTP07, BTP08 and BTP09 to identify the transmission being cancelled, and provide one iteration of the LX Loop with an NI segment citing the trading partner's D-U-N-S or D-U-N-S+4.</i>
				<i>3. Cancellation will be considered effective upon receipt of transaction set.</i>
			07 Duplicate	
				<i>Use to indicate a duplicate submission. Use only when informed that the original request to register was not received.</i>
Must Use	BTP02	127	Reference Identification	M AN 1/30

Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier

*Use to indicate a unique number, assigned by the originator of the transaction set, that can be used as a reference in a subsequent transaction set. This number may be system generated.*

**Must Use**    **BTP03**    **373**    **Date**    **M**    **DT 6/6**  
Date (YYMMDD)

*Use to indicate the Universal Time Coordinate (UTC) date the transaction set was created. In the context of registration, this date will represent the date the request was 'signed'.*

**Must Use**    **BTP04**    **337**    **Time**    **M**    **TM 4/8**  
Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)

*Use to indicate the Universal Time Coordinate (UTC) time the transaction set was created. Use only the HHMM format. (e.g., 1030, 0925, etc.).*

**Must Use**    **BTP05**    **640**    **Transaction Type Code**    **M**    **ID 2/2**  
Code specifying the type of transaction

TP                      Trading Partner Information

**BTP06**    **353**    **Transaction Set Purpose Code**    **O**    **ID 2/2**  
Code identifying purpose of transaction set

*Use is required when BTP01 is either code 00 or code 07. Do not use when BTP01 is code 01.*

04                      Change

*1. Use to indicate a change to the data previously transmitted that contains either additions, deletions, changes or a combination of additions, deletions and changes. When used, transmit the complete transaction set containing all information in the most current form. Information that is not changed is transmitted along with the changed information. Deleted information is omitted in the new transaction set being transmitted. The entire data set representing the trading partner is replaced with the information contained in the change transmission.*

*2. Must use 1/DTM/171 to indicate date of change.*

30                      Renewal

*1. Use to indicate the transmission is an annual renewal of a previously approved registration.*

*Annual renewal transmissions may contain changes and deletions. When used, transmit the complete transaction set containing all information in the most current form. Information that is not changed is transmitted along with the changed information. Deleted information is omitted in the new transaction set being transmitted. The entire data set representing the trading partner is replaced with the information contained in the renewal transmission.*

*2. Must use 1/DTM/171 to indicate date of renewal.*

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Request Authority

*1. Use to indicate the initial submission of a request to register.*

*2. Must use 1/DTM/171 to indicate date of request to register.*

<b>BTP07</b>	<b>127</b>	<b>Reference Identification</b>	<b>X</b>	<b>AN 1/30</b>
		Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier		
		<i>Use, as needed, in cancellations, changes and annual renewals, to indicate a reference number of a previous transmission related to this transmission. For example, if this transmission is changing data previously transmitted in an original request for registration as a trading partner, put the unique reference number of this transmission in BTP02 and the reference number of the original registration transmission in BTP07.</i>		
<b>BTP08</b>	<b>373</b>	<b>Date</b>	<b>X</b>	<b>DT 6/6</b>
		Date (YYMMDD)		
		<i>Use, as needed, in cancellations, changes and annual renewals, to indicate the Universal Time Coordinate (UTC) date of the transmission referenced in BTP07.</i>		
<b>BTP09</b>	<b>337</b>	<b>Time</b>	<b>O</b>	<b>TM 4/8</b>
		Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)		
		<i>Use as needed in cancellations, changes and annual renewals, to indicate the Universal Time Coordinate (UTC) time of the transmission referenced in BTP07.</i>		
<b>BTP10</b>	<b>591</b>	<b>Payment Method Code</b>	<b>O</b>	<b>ID 3/3</b>
		Code identifying the method for the movement of payment instructions		

***If the registering party's financial institution cannot pass remittance information when received with electronic funds transfer payment, the registering party can receive remittance information directly or have it sent to a financial service provider by a Payment Order/Remittance Advice (820 transaction set). The 820 transaction set must be listed in the TXN segment if remittance information is to be sent to the registering party. If the remittance information is to be sent by the 820 to the registering party's financial institution, then an iteration of the I/N1/400 loop must be used citing the financial institution and a I/TXN/480 segment showing an 820 capability for the financial institution.***

CHK	<p>Check</p> <ol style="list-style-type: none"> <li><b><i>1. Cite code CHK only when the registrant cannot accept electronic funds transfer (EFT) and has been approved for a Debt Collection Improvement Act (DCIA) waiver.</i></b></li> <li><b><i>2. When CHK is specified, the trading partner must also specify the Remit To information in I/N1/060, N101, code RI, and N102, name.</i></b></li> <li><b><i>3. Use I/PER/110 to identify the official to identify the point-of-contact for obtaining DCIA waiver information. Cite code ZZ in PER01.</i></b></li> </ol>
DXC	<p>ACH Demand Corporate Trade Exchange (CTX) Credit</p> <p><b><i>Use I/PER/110 to identify the ACH coordinator. Cite Code 3A in PER01.</i></b></p>
DZC	<p>ACH Demand Cash Concentration/Disbursement Plus (CCD+) Credit</p> <p><b><i>Use I/PER/110 to identify the ACH coordinator. Cite Code 3A in PER01.</i></b></p>
SXC	<p>ACH Savings Corporate Trade Exchange (CTX) Credit</p> <p><b><i>Use I/PER/110 to identify the ACH coordinator. Cite Code 3A in PER01.</i></b></p>
SZC	<p>ACH Savings Cash Concentration/Disbursement Plus (CCD+) Credit</p> <p><b><i>Use I/PER/110 to identify the ACH coordinator. Cite Code 3A in PER01.</i></b></p>

**Segment:** **LX** Assigned Number  
**Position:** 029  
**Loop:** LX Optional  
**Level:**  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To reference a line number in a transaction set  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**  
**Notes:**

**Data Element Summary**

	<u>Ref.</u>	<u>Data</u>		<u>Attributes</u>
	<u>Des.</u>	<u>Element</u>	<u>Name</u>	
Must Use	LX01	554	Assigned Number	M N0 1/6
			Number assigned for differentiation within a transaction set	
			<i>Insert the number 1 in LX01 to satisfy X12 syntax requirements.</i>	

**Segment:** **PLA** Place or Location  
**Position:** 030  
**Loop:** LX Optional  
**Level:**  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To indicate action to be taken for the location specified and to qualify the location specified

**Syntax Notes:**

- Semantic Notes:**
- 1 PLA03 is the effective date for the action identified in PLA01.
  - 2 When used, PLA04 is the effective time for the action identified in PLA01.

**Comments:**

- Notes:**
1. Failure by an EDI capable registering party to use this segment in an initial registration and annual update will be cause for either rejection of the application or removal from the Central Contractor Registration (CCR) database.
  2. Use as applicable in all transmissions except cancellations. No exceptions can be made.

**Data Element Summary**

	<u>Ref.</u>	<u>Data</u>	<u>Name</u>	<u>Attributes</u>
<b>Must Use</b>	<b>PLA01</b>	<b>306</b>	<b>Action Code</b> Code indicating type of action WQ Accept <i>Use, as applicable in all transmissions except cancellations, to indicate that the registering party represents that information provided as part of this transaction set is current, accurate, and complete as of the submission date.</i>	<b>M ID 1/2</b>
<b>Must Use</b>	<b>PLA02</b>	<b>98</b>	<b>Entity Identifier Code</b> Code identifying an organizational entity, a physical location, property or an individual KK Registering Party The party requesting registration into a system	<b>M ID 2/3</b>
<b>Must Use</b>	<b>PLA03</b>	<b>373</b>	<b>Date</b> Date (YYMMDD) <i>Use as applicable in all transmissions except cancellations to indicate the effective UTC date of the action identified in PLA01.</i>	<b>M DT 6/6</b>
<b>Not Used</b>	<b>PLA04</b>	<b>337</b>	<b>Time</b> Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths	<b>O TM 4/8</b>

(00-99)  
**Not Used**    **PLA05**    **1203**    **Maintenance Reason Code**    **O**    **ID 2/3**  
Code identifying the reason for the maintenance change

**Segment:** **N1** Name  
**Position:** 060  
**Loop:** N1 Optional  
**Level:**  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To identify a party by type of organization, name, and code  
**Syntax Notes:**  
 1 At least one of N102 or N103 is required.  
 2 If either N103 or N104 is present, then the other is required.

**Semantic Notes:**  
**Comments:**  
 1 This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.  
 2 N105 and N106 further define the type of entity in N101.

**Notes:**  
 1. *For commercial trading partners, at least two iterations of the N1 loop are required to carry the identity and address of the registering party (N101 = 'KK'), and the identity and address of the party to receive payment ('remit to' address) (N101 = 'RI'). A DUNS or DUNS + 4 (refer to transaction set note 6) number must be provided.*  
 2. *The full name and address of the registering party, including the registering party's DUNS number, is required in the initial request for registration. Once successfully registered, the registering party will be referred to by its DUNS number.*  
 3. *All EDI related information for cited parties shall be provided in the I/ENE/390 loop.*  
 4. *If this transaction set is used to register a government entity, the registrant must provide at least two iterations of the N1 loop; one with N101 = "KK" to identify the registrant, and one with N101 = "QW" to identify the activity or agency of the registrant.*

**Data Element Summary**

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	N101	98 Entity Identifier Code	M ID 2/3
		Code identifying an organizational entity, a physical location, property or an individual	
		04 Asset Account Holder	
			<i>Use to identify the name of the account holder if other than the registering party.</i>
		61 Performed At	
		The facility where work was performed	
			<i>Use, as applicable in all transmissions except cancellations, to identify all business locations</i>

		<i>where work under contracts and orders might be performed. Use only when the address is other than the one given for the registering party. Use as many iterations of this NI loop with this code as necessary to list all locations.</i>
B3	Previous Name of Firm	<p>A name by which a business entity was previously known</p> <p><i>Use, as applicable in all transmissions except cancellations, to identify a previous name of the registering company. Use as many iterations of this NI loop with this code as necessary to convey all previous names.</i></p>
B4	Parent Company	<p>The organizational entity which, by virtue of organization, ownership, and/or management, exercises control over a subordinate but separate business entity</p> <p><i>Use, as applicable in transmissions other than cancellations, to identify the parent company of the registering party. Use as many iterations of this NI loop with this code as necessary to convey all parent companies.</i></p>
B5	Affiliated Company	<p>An organizational entity that shares a business affiliation with another business entity</p> <p><i>Small Business registering parties use, as applicable in transmissions other than cancellations, as many iterations of this NI loop as necessary to cite all affiliated businesses.</i></p>
C5	Party Submitting Quote	<p>A business entity submitting a quote; this entity may be the party who ultimately performs if an order is received, or the entity may be submitting the quote on behalf of another entity who will perform if an order is received</p> <p><i>Use, as applicable in all transmissions except cancellations, to indicate the name and address of a party authorized to submit quotes on behalf of the registering party, if other than the registering party itself.</i></p>
DH	Doing Business As	<p><i>Use, as applicable in all transmissions other than cancellations, to identify the name of the registering business if different than the name of</i></p>

	<b><i>the registering party.</i></b>
DV	<p>Division</p> <p><b><i>Use only to identify a division of the registering party. When used, cite either one or both of the division name (using N102) or the division number (using N103/04). When the division number is cited, use code 56 in N103.</i></b></p>
FE	<p>Mail Address</p> <p><b><i>Use, as applicable in all transmissions other than cancellations, to identify the mailing address of the registering party only if different from the address provided for the registering party (Code KK).</i></b></p>
KK	<p>Registering Party</p> <p>The party requesting registration into a system</p> <p><b><i>1. Use in all transmissions to identify the legal name of the party submitting the request to register.</i></b></p> <p><b><i>2. When 1/N1/060, N101 = KK, N301 cannot contain P.O. Box or "in care of addressing."</i></b></p>
MJ	<p>Financial Institution</p> <p><b><i>Use, as applicable in all transmissions except cancellations, to identify the name and address of the registering party's financial institution for payment.</i></b></p>
PK	<p>Party to Receive Copy</p> <p><b><i>Use to indicate party(ies) to receive copy(ies) of solicitations if other than the registering party. Use as many iterations of this N1 loop with this code as necessary to convey all such parties.</i></b></p>
PL	<p>Party to Receive Purchase Order</p> <p><b><i>Use, as applicable in all transmissions other than cancellations, to indicate the name and address of a party to receive purchase orders, if that party is other than the registering party.</i></b></p>
PV	<p>Party performing certification</p> <p><b><i>Must use this code if the registering party is an 8(a) firm, to indicate the location of the Small Business Administration District holding the small business file for the registering party. When used, the registering party only need send the name of the district office in N102, the city and state of the district in N4, and the name of a point of contact, if known, in PER.</i></b></p>
QW	<p>Government</p>

					<i>Use, as applicable, in all transmissions other than cancellations, to identify the parent activity or agency of a government registrant.</i>
		RI	Remit To		
					<i>Use, as applicable, in all transmissions except cancellations, to provide the name and address of a party to receive a check payment.</i>
		XX	Business Area		
					<i>Use to identify the state(s) or countries where the registering party desires to do business. Use as many iterations as necessary. There must be a corresponding use of the N103 data element, citing either code SJ, State Jurisdiction, or code 38, Country Code.</i>
<b>N102</b>	<b>93</b>	<b>Name</b>		<b>X</b>	<b>AN 1/60</b>
		Free-form name			
					<i>Use, as applicable in all transmissions except cancellations, to identify the legal name of the party cited in N101. When N102 is used, additional name information can be transmitted in the N2 segment.</i>
<b>N103</b>	<b>66</b>	<b>Identification Code Qualifier</b>		<b>X</b>	<b>ID 1/2</b>
		Code designating the system/method of code structure used for Identification Code (67)			
					<i>Use of DUNS or DUNS+4 (refer to transaction set note 6) is always required when N101 is code 04, 61, B4, B5, C5, KK, PK, or PL. Failure to provide a DUNS or DUNS+4 number will preclude the transmission of an EDI transaction to the cited party). This code is preferred over other codes and requested to be provided, if available, when N101 is code B3, C4, DH, DV, FE, MJ, PV, QW, RI, or X2.</i>
		1	D-U-N-S Number, Dun & Bradstreet		
					<i>Use of the DUNS or DUNS+4 (refer to transaction set note 6) number is preferred over any other code to identify an entity.</i>
		2	Standard Carrier Alpha Code (SCAC)		
		4	International Air Transport Association (IATA)		
		9	D-U-N-S+4, D-U-N-S Number with Four Character Suffix		
					<i>Use of the DUNS or DUNS+4 (refer to transaction set note 6) number is preferred over any other code to identify an entity.</i>
		10	Department of Defense Activity Address Code (DODAAC)		
		19	FIPS-55 (Named Populated Places)		
		21	Health Industry Number (HIN)		

					<i>Use, as applicable, to identify the industry specific number.</i>
		33	Commercial and Government Entity (CAGE)		
		38	Country Code		<i>Use to indicate a country when the registering party desires to do business with all buying organizations located in the cited country. Use when N101 cites code XX.</i>
		56	Division		<i>Use only when N101 cites code DV to cite a division number.</i>
		SJ	State Jurisdiction		<i>Use to identify the two-letter state code of the business locations in which the buying government organizations are located with whom the registering party desires to do business. Use code 38 with the appropriate country code in N104 if an entire country is desired. Use when N101 cites code XX.</i>
		ZZ	Mutually Defined		<i>Use to indicate UCC EDI Communications ID (Comm ID).</i>
	<b>N104</b>	<b>67</b>	<b>Identification Code</b>	<b>X</b>	<b>AN 2/20</b>
			Code identifying a party or other code		
					<i>1. When N103 is code 38, use a three-character alphabetic country code as specified in ISO 3166.</i>
					<i>2. When N103 is code SJ, use the two-character alphabetic state codes as specified in the National Zip Code and Post Office Directory.</i>
<b>Not Used</b>	<b>N105</b>	<b>706</b>	<b>Entity Relationship Code</b>	<b>O</b>	<b>ID 2/2</b>
			Code describing entity relationship		
<b>Not Used</b>	<b>N106</b>	<b>98</b>	<b>Entity Identifier Code</b>	<b>O</b>	<b>ID 2/3</b>
			Code identifying an organizational entity, a physical location, property or an individual		

**Segment:** **N2** Additional Name Information  
**Position:** 070  
**Loop:** N1 Optional  
**Level:**  
**Usage:** Optional  
**Max Use:** 2  
**Purpose:** To specify additional names or those longer than 35 characters in length  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**  
**Notes:**

*Use, as needed, in initial request for registration to indicate additional name information over and above the name information to provided in N102. Do not use in subsequent transmissions when the party cited in N101 can be identified by a qualifier code previously registered in N103/04; for example, when the registered party can be identified by a DUNS number.*

**Data Element Summary**

	<b>Ref.</b>	<b>Data</b>		<b>Attributes</b>
	<b>Des.</b>	<b>Element</b>	<b>Name</b>	
<b>Must Use</b>	<b>N201</b>	<b>93</b>	<b>Name</b>	<b>M AN 1/60</b>
			Free-form name	
	<b>N202</b>	<b>93</b>	<b>Name</b>	<b>O AN 1/60</b>
			Free-form name	

**Segment:** **N3** Address Information  
**Position:** 080  
**Loop:** N1 Optional  
**Level:**  
**Usage:** Optional  
**Max Use:** 2  
**Purpose:** To specify the location of the named party  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:**

**Notes:** *Use is required, as applicable in all transmissions except cancellations, to indicate, as a minimum, the full address of the registering party. Also use to provide when relevant, the full address of other parties cited in N101. Do not use in subsequent transmissions when the cited party can be identified by a previously transmitted qualifier code and code value in N103/04.*

**Data Element Summary**

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	N301	166 Address Information	M AN 1/55
		Address information	
		<i>1. Use to indicate the number, name, street and if applicable, suite number of the cited party. For example, 10 Main Street, Suite 100, or 20 Washington Ave.</i>	
		<i>2. When 1/N1/060, N101 = KK, N301 cannot contain P.O. Box or "in care of addressing."</i>	
	N302	166 Address Information	O AN 1/55
		Address information	

<b>Segment:</b>	<b>N4 Geographic Location</b>
<b>Position:</b>	090
<b>Loop:</b>	N1 Optional
<b>Level:</b>	
<b>Usage:</b>	Optional
<b>Max Use:</b>	1
<b>Purpose:</b>	To specify the geographic place of the named party
<b>Syntax Notes:</b>	1 If N406 is present, then N405 is required.
<b>Semantic Notes:</b>	
<b>Comments:</b>	<p>1 A combination of either N401 through N404, or N405 and N406 may be adequate to specify a location.</p> <p>2 N402 is required only if city name (N401) is in the U.S. or Canada.</p>
<b>Notes:</b>	<i>Use is required, as applicable in all transmissions except cancellations, to transmit the city, state, postal code, country (for non-U.S. registrants) and county, if applicable. Do not use in subsequent transmissions when the cited party can be identified by a previously transmitted qualifier code and code value in N103/04.</i>

#### Data Element Summary

<u>Ref.</u>	<u>Data</u>	<u>Attributes</u>
<u>Des.</u>	<u>Element</u> <u>Name</u>	
N401	19 City Name Free-form text for city name	O AN 2/30
N402	156 State or Province Code Code (Standard State/Province) as defined by appropriate government agency  <i>1. Use the state code abbreviations found in the National Zip Code and Post Office Directory for addresses in the United States.</i>  <i>2. If the location is not in the United States, (including its territories and possessions), or Canada, leave this data element blank.</i>	O ID 2/2
N403	116 Postal Code Code defining international postal zone code excluding punctuation and blanks (zip code for United States)  <i>Use either the ZIP code found in the National ZIP Code and Post Office Directory, Publication 65, or the postal code, if known, of the party cited in N101.</i>	O ID 3/15
N404	26 Country Code Code identifying the country  <i>Use a three-character alphabetic country code as specified in ISO 3166.</i>	O ID 2/3

<b>N405</b>	<b>309</b>	<b>Location Qualifier</b>	<b>X</b>	<b>ID 1/2</b>
		Code identifying type of location		
		<i>Use, as applicable, to identify a county code.</i>		
		CY		County/Parish
				<i>Use only for the registering party (i.e., when N101 is code KK).</i>
<b>N406</b>	<b>310</b>	<b>Location Identifier</b>	<b>O</b>	<b>AN 1/30</b>
		Code which identifies a specific location		
		<i>Enter the county or parish name.</i>		

**Segment:** **N9 Reference Identification**  
**Position:** 100  
**Loop:** N1 Optional  
**Level:**  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To transmit identifying information as specified by the Reference Identification Qualifier

- Syntax Notes:**
- 1 At least one of N902 or N903 is required.
  - 2 If N906 is present, then N905 is required.
  - 3 If either C04003 or C04004 is present, then the other is required.
  - 4 If either C04005 or C04006 is present, then the other is required.

- Semantic Notes:**
- 1 N906 reflects the time zone which the time reflects.
  - 2 N907 contains data relating to the value cited in N902.

**Comments:**

- Notes:**
1. *Use is required in all transmissions except cancellations to provide the taxpayer identification number of the registering party when that party is a United States business. Submission of the Taxpayer Identification Number (N901=TJ) is not required for registrants who are foreign suppliers (LCD02=20), Federal/State/County/City Facilities - i.e. government registrants (LCD02=2A), Other Not-for-profit facilities (LCD02=2U), other special facilities (LCD02=3I) or who are municipalities (LCD02=C6).*
  2. *Use, as applicable, to identify other reference numbers associated with the party cited in N101. For example, if N101 is code KK (registering party) then an N9 segment will carry the TIN of the registering party.*
  3. *The registering party must indicate either a checking (code 11) or savings (code SG) account as the remittance account for electronic funds transfer payments. One iteration of the N9 segment is used to identify the ABA/Routing Transit Number; a second iteration is used to identify the account number. Only one account may be used.*

**Data Element Summary**

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	N901	128 Reference Identification Qualifier	M ID 2/3

Code qualifying the Reference Identification

*Except for code 01, the following codes are used when N101 is code KK. Code 01 is used when N101 is code MJ.*

01	American Bankers Assoc. (ABA) Transit/Routing Number (Including Check Digit, 9 Digits)
----	--

*Use, as applicable in all transmissions except cancellations, to identify the 9-digit routing transit number of the registering party's financial institution.*

11	Account Number Number identifies a telecommunications industry account <i>Use, as applicable in all transmissions except cancellations, to identify the financial service provider (e.g., bank) checking account number of the registering party to which electronic payments will be made.</i>
EL	Electronic device pin number <i>Successful registrants will be assigned a Trading Partner Identification Number (TPIN) by the Federal Government in a confirmation of registration, using the Trading Partner Profile (transaction set 838C). Registered parties will use their TPIN number in all 838 transmissions subsequent to the initial registration to identify themselves as successful registrants.</i>
LB	Lockbox
Q4	Prior Identifier Number <i>Use, as applicable in all transmissions except cancellations, to indicate a prior identification number that may have been assigned by a Government Department or Agency as a part of a previous electronic vendor registration process. When used, cite the Agency issuing the prior identification number in N903.</i>
QR	Quality Report Number <i>Use, as applicable in all transmissions except cancellations, to identify the level of quality assurance established for the registering party's manufacturing facility. For example, when N901 is code QR, N902 could carry numbers such as either MIL-I-45208, MIL-Q-9 859 or ISO 9000.</i>
SG	Savings <i>Use, as applicable in all transmissions except cancellations, to identify the financial service provider (i.e., bank) savings account number of the registering party.</i>
SY	Social Security Number <i>Format as nine contiguous digits. No dashes.</i>
TJ	Federal Taxpayer's Identification Number <i>1. Use of this code is required of all tax paying business entity registrants doing business in the United States in initial registrations. The TIN shall be incorporated into the iteration of the NI loop</i>

*that cites the party responsible for payment of the registering party's taxes. Use also, if applicable, to cite the TIN of other parties cited in N101. Use, as applicable in all transmissions except cancellations, to provide the TIN. For example, if N101 is code KK and that party pays taxes in their own name, then the TIN will be carried in the N9 segment of that N1 loop. If taxes are paid by a common parent company, then indicate the parent company's taxpayer identification number in the N9 segment contained in the iteration of the N1 loop containing the name and address of the parent company. As used in Federal Government implementation conventions, the term TIN means the number required by the IRS to be used by a business entity in reporting income tax and other returns. When LCD02 is code "20", "2A", "2U", "3I" or "C6", this code is not used.*

**2. Format as nine contiguous digits. No dashes.**

W7

Commercial and Government Entity (CAGE) Code  
Code that identifies a commercial contractor authorized to do business with the U.S. Government

*Use, if known, in all transmissions except cancellations, to cite the CAGE Code of the party cited in N101.*

	<b>N902</b>	<b>127</b>	<b>Reference Identification</b>	<b>X</b>	<b>AN 1/30</b>
			Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier		
	<b>N903</b>	<b>369</b>	<b>Free-form Description</b>	<b>X</b>	<b>AN 1/45</b>
			Free-form descriptive text		
			<i>When N901 is code Q4, use to identify the Agency issuing a prior identification number.</i>		
<b>Not Used</b>	<b>N904</b>	<b>373</b>	<b>Date</b>	<b>O</b>	<b>DT 6/6</b>
			Date (YYMMDD)		
<b>Not Used</b>	<b>N905</b>	<b>337</b>	<b>Time</b>	<b>X</b>	<b>TM 4/8</b>
			Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)		
<b>Not Used</b>	<b>N906</b>	<b>623</b>	<b>Time Code</b>	<b>O</b>	<b>ID 2/2</b>
			Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an		

indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow

Not Used	N907	C040	<b>Reference Identifier</b>	O	
			To identify one or more reference numbers or identification numbers as specified by the Reference Qualifier		
Not Used	C04001	128	<b>Reference Identification Qualifier</b>	M	ID 2/3
			Code qualifying the Reference Identification		
Not Used	C04002	127	<b>Reference Identification</b>	M	AN 1/30
			Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier		
Not Used	C04003	128	<b>Reference Identification Qualifier</b>	X	ID 2/3
			Code qualifying the Reference Identification		
Not Used	C04004	127	<b>Reference Identification</b>	X	AN 1/30
			Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier		
Not Used	C04005	128	<b>Reference Identification Qualifier</b>	X	ID 2/3
			Code qualifying the Reference Identification		
Not Used	C04006	127	<b>Reference Identification</b>	X	AN 1/30
			Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier		

**Segment:** **PER** Administrative Communications Contact  
**Position:** 110  
**Loop:** N1 Optional  
**Level:**  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To identify a person or office to whom administrative communications should be directed

- Syntax Notes:**
- 1 If either PER03 or PER04 is present, then the other is required.
  - 2 If either PER05 or PER06 is present, then the other is required.
  - 3 If either PER07 or PER08 is present, then the other is required.

**Semantic Notes:**

**Comments:**

**Notes:**

*1. Use to identify administrative contacts associated with the party cited in N101. For example, if N101 identifies the registering party, then the PER segment will be used to pass the names and communication numbers of people associated with the registering party; if N101 cites the parent company, then the PER segment would be used to pass, as applicable to the registration, the same information for people associated with the parent company.*

*2. There must be at least 3 iterations of the PER segment to provide names and communication numbers for a registering party's information point of contact (use code IC), the official acknowledging the registration (use code CE) and a party who can be contacted regarding billing problems (use code AF). An additional iteration of the PER segment is required if the registrant is EDI capable to identify the registrant's EDI Coordinator (use code EA).*

*3. When an EFT method of payment is selected in BTPI0, an ACH coordinator (use code 3A) is also required. Other iterations may be required when naming a party or parties authorized to sign quotations and contracts.*

**Data Element Summary**

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	PER01	366 Contact Function Code	M ID 2/2

Code identifying the major duty or responsibility of the person or group named

3A Automated Clearinghouse (ACH) Contact

*Use to identify the communication number of the ACH Coordinator at the financial institution. Use only when BTPI0 segment specifies EFT (ACH-...) payment method.*

AF Authorized Financial Contact

*Use, as applicable, in all transmissions except cancellations, to identify a communication number that can be contacted regarding billing*

*problems. Use, as applicable, in changes and annual updates. Do not use in cancellations.*

AS

Authorized Signature

*Use, as applicable, in all transmissions except cancellations, to identify the name of a party authorized to sign on behalf of the registering party. Use as often as necessary to cite all authorized parties. Use, as applicable, in changes and annual updates. Do not use in cancellations.*

CE

Certifier

*Use, as applicable, in all transmissions except cancellations, to identify the name and communications number of the official acknowledging that the information provided as part of this transaction set is current, accurate and complete as of the submission date.*

EA

EDI Coordinator

*1. Only used by registering parties to provide the name and a communication number of an EDI contact.*

*2. Required if the registrant is EDI capable.*

IC

Information Contact

*Use, as applicable, in all transmissions except cancellations, to indicate the name and communication number of a point of contact. Use, as applicable, in changes and annual renewals. Use in cancellations to indicate the name of the party requesting the cancellation.*

OW

Owner

*Must use when LCD02 is code 2J. Not applicable otherwise.*

ZZ

Mutually Defined

*1. Use, as applicable, in all transmissions except for cancellation, to identify the name of the official to obtain waiver application information concerning a Debt Collection Improvement Act (DCIA) waiver.*

*2. Use only when DTP10 = "CHK".*

<b>Must Use</b>	<b>PER02</b>	<b>93</b>	<b>Name</b>	<b>O</b>	<b>AN 1/60</b>
			Free-form name		
<b>Must Use</b>	<b>PER03</b>	<b>365</b>	<b>Communication Number Qualifier</b>	<b>X</b>	<b>ID 2/2</b>
			Code identifying the type of communication number		

**1. Use to identify one of the communication numbers from the code list provided below. If more than one communication number is to be provided, use the PER05/06 pair to pass the second number. Use another iteration of the PER segment with the same qualifier code in PER01 if more than two communication numbers are to be passed.**

**2. When PER03 = " TE " or " FX ", PER 04 should be formatted as : (XXX) XXX-XXXX.**

EM	Electronic Mail
FX	Facsimile
IT	International Telephone

**When used, the number must start with the country code.**

TE	Telephone
----	-----------

**Use to identify the commercial telephone number.**

<b>PER04</b>	<b>364</b>	<b>Communication Number</b>	<b>X</b>	<b>AN 1/80</b>
		Complete communications number including country or area code when applicable		

<b>PER05</b>	<b>365</b>	<b>Communication Number Qualifier</b>	<b>X</b>	<b>ID 2/2</b>
		Code identifying the type of communication number		

**When PER05 = " TE " or " FX ", PER 06 should be formatted as : (XXX) XXX-XXXX.**

EM	Electronic Mail
EX	Telephone Extension
FX	Facsimile
IT	International Telephone

**When used, the number must start with the country code.**

TE	Telephone
----	-----------

**Use to identify the commercial telephone number.**

<b>PER06</b>	<b>364</b>	<b>Communication Number</b>	<b>X</b>	<b>AN 1/80</b>
		Complete communications number including country or area code when applicable		

**1. When PER03 = " TE " or " FX ", PER 06 should be formatted as : (XXX) XXX-XXXX.**

<b>Not Used</b>	<b>PER07</b>	<b>365</b>	<b>Communication Number Qualifier</b>	<b>X</b>	<b>ID 2/2</b>
			Code identifying the type of communication number		

<b>Not Used</b>	<b>PER08</b>	<b>364</b>	<b>Communication Number</b>	<b>X</b>	<b>AN 1/80</b>
			Complete communications number including country or area code when applicable		

<b>Not Used</b>	<b>PER09</b>	<b>443</b>	<b>Contact Inquiry Reference</b>	<b>O</b>	<b>AN 1/20</b>
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Additional reference number or description to clarify a contact number

**Segment:** **SPI** Specification Identifier  
**Position:** 165  
**Loop:** N1 Optional  
**Level:**  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To provide a description of the included specification or technical data items  
**Syntax Notes:** 1 If either SPI02 or SPI03 is present, then the other is required.  
**Semantic Notes:**  
**Comments:**

**Notes:** *Use, when appropriate, to identify the security level of the registering party's facility and/or the facility where work will be performed and the highest security clearance held by employees of the registering party. When used, cite the information or any part, as shown in the following example: Facility - Secret; Employees - Top Secret. If a facility or employees do not have a security clearance, this information need not be provided.*

#### Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u> <u>Name</u>	
Must Use	SPI01	786 Security Level Code	M ID 2/2
		Code indicating the level of confidentiality assigned by the sender to the information following	
		<i>Use to specify government security capabilities, if any, of the facility or location described in 1/N1/060.</i>	
		90 Government Non-Classified	
		92 Government Confidential	
		93 Government Secret	
		94 Government Top Secret	
Not Used	SPI02	128 Reference Identification Qualifier	X ID 2/3
		Code qualifying the Reference Identification	
Not Used	SPI03	127 Reference Identification	X AN 1/30
		Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier	
Not Used	SPI04	790 Entity Title	O AN 1/132
		Title of the data entity	
Not Used	SPI05	791 Entity Purpose	O AN 1/80
		The reason for the existence of the data item specified by the electronic data item independent of its presence in an EDI transaction	
Not Used	SPI06	792 Entity Status Code	O ID 1/1
		Code indicating the current status of the data item specified by the electronic data item	
Not Used	SPI07	353 Transaction Set Purpose Code	O ID 2/2

			Code identifying purpose of transaction set	
Not Used	SPI08	755	<b>Report Type Code</b>	O ID 2/2
			Code indicating the title or contents of a document, report or supporting item	
	SPI09	786	<b>Security Level Code</b>	O ID 2/2
			Code indicating the level of confidentiality assigned by the sender to the information following	
			<i>Use, when appropriate, to identify the highest security clearance held by employees of the registering party. If employees do not have a security clearance, this information need not be provided.</i>	
			90	Government Non-Classified
			92	Government Confidential
			93	Government Secret
			94	Government Top Secret
Not Used	SPI10	559	<b>Agency Qualifier Code</b>	O ID 2/2
			Code identifying the agency assigning the code values	
Not Used	SPI11	822	<b>Source Subqualifier</b>	O AN 1/15
			A reference that indicates the table or text maintained by the Source Qualifier	
Not Used	SPI12	554	<b>Assigned Number</b>	O N0 1/6
			Number assigned for differentiation within a transaction set	
Not Used	SPI13	1322	<b>Certification Type Code</b>	O ID 1/1
			Code indicating the type of certification	
Not Used	SPI14	1401	<b>Proposal Data Detail Identifier Code</b>	O ID 1/3
			Code identifying the basis of a cited value in a proposal	

**Segment:** **DTM** Date/Time Reference

**Position:** 171

**Loop:** N1 Optional

**Level:**

**Usage:** Optional (Must Use)

**Max Use:** 2

**Purpose:** To specify pertinent dates and times

**Syntax Notes:**

- 1 At least one of DTM02 DTM03 or DTM06 is required.
- 2 If DTM04 is present, then DTM03 is required.
- 3 If either DTM06 or DTM07 is present, then the other is required.

**Semantic Notes:**

**Comments:**

**Notes:** *One iteration of the DTM segment is required to cite the effective date of all data contained in this Trading Partner Profile transaction set (838).*

#### Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Attributes</u>
	<u>Des.</u>	<u>Element</u> <u>Name</u>	
Must Use	DTM01	374 Date/Time Qualifier	M ID 3/3
		Code specifying type of date or time, or both date and time	
		007 Effective	
		<i>Use to indicate the effective date of the data provided in this transmission.</i>	
Must Use	DTM02	373 Date	X DT 6/6
		Date (YYMMDD)	
		<i>Use to indicate the Universal Time Coordinate (UTC) date the transaction set was created. In the context of trading partner registration, this date will represent the effective date of all EFT data contained in this transmission.</i>	
Must Use	DTM03	337 Time	X TM 4/8
		Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)	
Not Used	DTM04	623 Time Code	O ID 2/2
		Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow	
Must Use	DTM05	624 Century	O N0 2/2
		The first two characters in the designation of the year (CCYY)	

*Cite the century of the date carried in DTM02.*

<b>Not Used</b>	<b>DTM06</b>	<b>1250</b>	<b>Date Time Period Format Qualifier</b>	<b>X</b>	<b>ID 2/3</b>
			Code indicating the date format, time format, or date and time format		
<b>Not Used</b>	<b>DTM07</b>	<b>1251</b>	<b>Date Time Period</b>	<b>X</b>	<b>AN 1/35</b>
			Expression of a date, a time, or range of dates, times or dates and times		

<b>Segment:</b>	<b>LCD</b> Place/Location Description
<b>Position:</b>	173
<b>Loop:</b>	LCD Optional
<b>Level:</b>	
<b>Usage:</b>	Optional
<b>Max Use:</b>	1
<b>Purpose:</b>	To further define and describe a place or location
<b>Syntax Notes:</b>	1 If either LCD05 or LCD06 is present, then the other is required.
<b>Semantic Notes:</b>	
<b>Comments:</b>	

- Notes:**
- 1. Use as many iterations as necessary to identify all attributes applicable to the registering party. For example, to identify the type of organization, if it is in a labor surplus area, the type of business, business classification, whether or not it is an 8(a) certified firm, and the business size. Use, as applicable, in changes and renewals. Do not use in cancellations.*
  - 2. When LCD02 is either code 20, 2L or XS, there must be at least one iteration of the LCD segment using LCD05/06 to indicate, as applicable, the state or foreign country in which the registering party is incorporated.*
  - 3. When LCD02 is code XS, an additional iteration of LCD must be included with LCD02 = 2L.*
  - 4. When codes 2Y, 2L, 2J, 2K, or 2U are used, there must be a second iteration of the LCD segment to indicate the type of business.*

#### Data Element Summary

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	LCD01	350 Assigned Identification	M AN 1/20
		Alphanumeric characters assigned for differentiation within a transaction set	
		<i>A number assigned by the originator of the transaction set. Cite the number 1 in the first iteration of the LCD segment; 2 in the second iteration and so on, as applicable.</i>	
	LCD02	98 Entity Identifier Code	O ID 2/3
		Code identifying an organizational entity, a physical location, property or an individual	
		<i>Use, as applicable, to identify other attributes of the registering party's business such as the type of organization (e.g., Individual, Partnership, etc.), size of business (e.g., Small or other than small), type of ownership (e.g., Disadvantaged or Woman-owned), and type of business (e.g., Manufacturer, dealer, etc.) Do not use in cancellations. Contractor must select one of the applicable Corporate Tax Status Codes to identify 1099 reporting requirements. (e.g., 2Y, 2L, 2J, 2K, 2U)</i>	

1A	Subgroup <i>Use to indicate a minority institution.</i>
20	Foreign Supplier <i>Used to indicate that the registrant is a foreign owned and located entity.</i>
23	Minority-Owned Business, Large <i>Used in the Federal 838 IC to report a generic minority-owned business.</i>
27	Small Disadvantaged Business <i>Use to indicate a small disadvantaged business concern as defined in FAR, part 19.001.</i>
2A	Federal, State, County or City Facility <i>Use to indicate an agency or instrumentality of a Federal, state, or local government as defined in FAR, part 52.204-3.</i>
2J	Individual <i>Use to indicate the corporate status of a Sole Proprietorship as defined in the FAR, part 52.204-3.</i>
2K	Partnership <i>Use to indicate the corporate status of a Partnership as defined in the FAR, part 52.204-3.</i>
2L	Corporation <i>Use to indicate the corporate status of Other Corporate Entities as defined in the FAR, part 52.204-3.</i>
2U	Other Not-for-profit Facility <i>Use to indicate the corporate status of a Hospital or extended care facility that is exempt from taxation as defined in the FAR, part 52.204-3.</i>
2Y	General Medical and Surgical Facility <i>Use to indicate the corporate status of a Corporation providing medical and health care services, or engaged in the billing and collecting of payments for such services as defined in the FAR, part 52.204-3.</i>
3I	Other Specialty Facility <i>Use to indicate a Tribal Government type of organization.</i>
77	Service Location <i>Use to indicate the type of business as a service establishment.</i>
95	Research Institute

		<b><i>Use to indicate the type of business as conducting research and development.</i></b>
A2	Woman-Owned Business	A business (not defined as large or small) that is owned by a woman
		<b><i>Use to indicate type of ownership.</i></b>
A3	Labor Surplus Area Firm	A business that has an identified surplus of labor in the geographic area where it is located
		<b><i>Use to indicate that the registering party will perform work in a labor surplus area concern as defined in FAR 19.001.</i></b>
A6	Section 8(a) Program Participant Firm	A firm participating in a program (under Section 8 (a) of the Small Business Act (15 U.S.C. 637 (a)), in which the Small Business Administration enters into contracts on behalf of, and then subcontracts with, the participating firm, certifying the firm's competence and responsibility
		<b><i>Use to indicate an SBA certified 8(a) business concern.</i></b>
A7	Sheltered Workshop	A business entity which provides work for a special category of worker
		<b><i>Use to identify a qualified nonprofit agency under the Javits-Wagner-O'Day Act as described in FAR, part 8.701 and DFARS, part 219.703.</i></b>
A8	Nonprofit Institution	A business that by operation of policy or law does not choose (or is not allowed) to make a profit from the efforts of its enterprise
		<b><i>Use to indicate a nonprofit organization as defined in FAR, part 27.301. Do not use if code M8 applies.</i></b>
B2	Other Unlisted Type of Organizational Entity	An organization, e.g., a business, the description of which cannot be accomplished using the existing code list and for which the trading partners have not mutually agreed to a definition for it
		<b><i>Use to indicate an emerging small business concern as defined in FAR, part 19.1002.</i></b>
C6	Municipality	<b><i>Use to indicate a business concern owned and operated by an agency or instrumentality of a state or local government.</i></b>

FK	Construction Firm <i>Use to indicate the type of business as a construction concern.</i>
HB	Historically Black College or University An educational institution of higher learning with a historical black student population. <i>Use to indicate a HBCU or minority institution as defined in DEFARS, part 252.219-7003 or civilian agency.</i>
LJ	Limited Liability Company
M8	Educational Institution <i>Use to indicate a university or other institution of higher education as defined in FAR, part 27.301.</i>
MF	Manufacturer of Goods <i>Use to indicate the type of business as either a manufacturer or producer.</i>
OW	Owner of Property or Unit <i>Use to identify American Indian ownership.</i>
XS	S Corporation An "S" corporation is a corporation type designation given by the Internal Revenue Service to a corporation meeting certain tests of ownership and profit distribution

**Not Used LCD03 306 Action Code O ID 1/2**  
Code indicating type of action

**Not Used LCD04 373 Date O DT 6/6**  
Date (YYMMDD)

**LCD05 66 Identification Code Qualifier X ID 1/2**  
Code designating the system/method of code structure used for Identification Code (67)

*Use, as applicable, in initial registrations, changes and renewals, to identify the state or country in which incorporated. Do not use in cancellations.*

38 Country Code  
*Use, when applicable, to identify the three-letter alphabetic foreign country code (as specified in ISO 3166) of the country in which the registering party is incorporated.*

SJ State Jurisdiction  
*Use, when applicable, to identify the two-letter state code of the state in which the registering party is incorporated.*

<b>LCD06</b>	<b>67</b>	<b>Identification Code</b>	<b>X</b>	<b>AN 2/20</b>
		Code identifying a party or other code		

**Segment:** **TPD** Trading Partner Detail  
**Position:** 180  
**Loop:** TPD Optional  
**Level:**  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To describe attribute of a trading partner  
**Syntax Notes:** 1 If either TPD02 or TPD03 is present, then the other is required.  
**Semantic Notes:**  
**Comments:**

**Notes:**

*1. At least one iteration of the TPD segment is required to provide either a SIC code or a SIC 2+2 code for acquisition related registrants. A second iteration to provide either a Federal Supply Classification Code or Product Service Code is encouraged. Use, as necessary, in all transmissions except cancellations.*

*2. Submission of a SIC code or SIC 2+2 code is required for acquisition related registrants. The Federal Government plans eventually to make distribution of that information which would facilitate the sorting of firms by commodities. In turn, that information could be used by prime contractors looking for subcontractors. If neither a SIC code nor SIC 2+2 code is applicable, cite 9999 in TPD03 when TPD02 is either 2 or code V.*

**Data Element Summary**

Ref.	Data			Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>		
Must Use	TPD01	349	Item Description Type	M ID 1/1
			Code indicating the format of a description	
		S	Structured (From Industry Code List)	
			<i>Use to indicate a Standard Industrial Classification (SIC) code, Duns Standard Industrial Classification (SIC) 2+2 code, Federal Supply Classification (FSC) code, or a Product Service code, in codified format, is provided in TPD02/03.</i>	
	TPD02	23	Commodity Code Qualifier	X ID 1/1
			Code identifying the commodity coding system used for Commodity Code	
		2	Dun's SIC 2+2, Dun & Bradstreet	
		K	Federal Supply Classification	
		V	Standard Industrial Classification (SIC) Code	
		Z	Mutually defined	
			<i>Use to indicate a product service code. Product service codes that may be cited in TPD03 when TPD02 is code Z are available on World Wide Web (WWW) at <a href="http://web1.whs.osd.mil/diorhome.htm">http://web1.whs.osd.mil/diorhome.htm</a>.</i>	
	TPD03	22	Commodity Code	X AN 1/30

Code describing a commodity or group of commodities

*Use to cite a SIC, SIC 2+2, FSC or PSC code.*

<b>Not Used</b>	<b>TPD04</b>	<b>352</b>	<b>Description</b>	<b>O AN 1/80</b>
			A free-form description to clarify the related data elements and their content	

**Segment:** **DTM** Date/Time Reference

**Position:** 210

**Loop:** TPD Optional

**Level:**

**Usage:** Optional

**Max Use:** >1

**Purpose:** To specify pertinent dates and times

**Syntax Notes:**

- 1 At least one of DTM02 DTM03 or DTM06 is required.
- 2 If DTM04 is present, then DTM03 is required.
- 3 If either DTM06 or DTM07 is present, then the other is required.

**Semantic Notes:**

**Comments:**

**Notes:** *Use to indicate the effective date of a change for an item cited in the TPD loop.*

#### Data Element Summary

Ref.	Data				Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>			
Must Use	DTM01	374	Date/Time Qualifier		M ID 3/3
			Code specifying type of date or time, or both date and time		
			152 Effective Date of Change		
			Date on which the change went into effect		
			<i>Use when BTP06 is either code 04, change, or code 30, renewal.</i>		
Must Use	DTM02	373	Date		X DT 6/6
			Date (YYMMDD)		
			<i>Use to indicate the Universal Time Coordinate (UTC) date the transaction set was created. In the context of registration, this date will represent the date the request was 'signed'.</i>		
Must Use	DTM03	337	Time		X TM 4/8
			Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)		
Not Used	DTM04	623	Time Code		O ID 2/2
			Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow		
Must Use	DTM05	624	Century		O N0 2/2
			The first two characters in the designation of the year (CCYY)		
Not Used	DTM06	1250	Date Time Period Format Qualifier		X ID 2/3
			Code indicating the date format, time format, or date and time format		

<b>Not Used</b>	<b>DTM07</b>	<b>1251</b>	<b>Date Time Period</b>	<b>X</b>	<b>AN 1/35</b>
			Expression of a date, a time, or range of dates, times or dates and times		

**Segment:** **PAM** Period Amount  
**Position:** 320  
**Loop:** PAM Optional  
**Level:**  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To indicate a quantity, and/or amount for an identified period  
**Syntax Notes:**

- 1 If any of PAM01 PAM02 or PAM03 is present, then all are required.
- 2 At least one of PAM02 PAM05 or PAM14 is required.
- 3 If either PAM04 or PAM05 is present, then the other is required.
- 4 If either PAM06 or PAM07 is present, then the other is required.
- 5 If PAM07 is present, then at least one of PAM08 or PAM09 is required.
- 6 If PAM07 is present, then PAM06 is required.
- 7 If PAM08 is present, then PAM07 is required.
- 8 If PAM09 is present, then PAM07 is required.
- 9 If PAM10 is present, then at least one of PAM11 or PAM12 is required.
- 10 If PAM11 is present, then PAM10 is required.
- 11 If either PAM13 or PAM14 is present, then the other is required.

**Semantic Notes:**

- 1 PAM10, PAM11, or PAM12 are used when two dates are required.
- 2 PAM15 indicates whether the monetary amount identified in PAM05 is a net or gross value. A "Y" indicates amount is a gross value; an "N" indicates amount is a net value.

**Comments:**  
**Notes:**

*1. There must be at least one iteration of the PAM segment as applicable in all transmissions except cancellations for all non-government acquisition related registrants. Use one iteration to transmit for the registering party, the previous year's average number of employees, including current affiliates but not former affiliates; and, the average annual receipts for the past three years.*

*2. If 1/N101/060 cites either code B4 or B5, transmit the same information for the parent and affiliates, as applicable.*

**Data Element Summary**

Ref.	Data		Attributes
<u>Des.</u>	<u>Element</u>	<u>Name</u>	
PAM01	673	Quantity Qualifier	X ID 2/2
		Code specifying the type of quantity	
		ET Employee Total	
		<i>Use to indicate the previous year's average number of employees.</i>	
PAM02	380	Quantity	X R 1/15
		Numeric value of quantity	
PAM03	C001	Composite Unit of Measure	X
		To identify a composite unit of measure (See Figures Appendix for examples of use)	

<b>Must Use</b>	<b>C00101</b>	<b>355</b>	<b>Unit or Basis for Measurement Code</b>	<b>M</b>	<b>ID 2/2</b>
			Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken		
			EA                      Each		
<b>Not Used</b>	<b>C00102</b>	<b>1018</b>	<b>Exponent</b>	<b>O</b>	<b>R 1/15</b>
			Power to which a unit is raised		
<b>Not Used</b>	<b>C00103</b>	<b>649</b>	<b>Multiplier</b>	<b>O</b>	<b>R 1/10</b>
			Value to be used as a multiplier to obtain a new value		
<b>Not Used</b>	<b>C00104</b>	<b>355</b>	<b>Unit or Basis for Measurement Code</b>	<b>O</b>	<b>ID 2/2</b>
			Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken		
<b>Not Used</b>	<b>C00105</b>	<b>1018</b>	<b>Exponent</b>	<b>O</b>	<b>R 1/15</b>
			Power to which a unit is raised		
<b>Not Used</b>	<b>C00106</b>	<b>649</b>	<b>Multiplier</b>	<b>O</b>	<b>R 1/10</b>
			Value to be used as a multiplier to obtain a new value		
<b>Not Used</b>	<b>C00107</b>	<b>355</b>	<b>Unit or Basis for Measurement Code</b>	<b>O</b>	<b>ID 2/2</b>
			Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken		
<b>Not Used</b>	<b>C00108</b>	<b>1018</b>	<b>Exponent</b>	<b>O</b>	<b>R 1/15</b>
			Power to which a unit is raised		
<b>Not Used</b>	<b>C00109</b>	<b>649</b>	<b>Multiplier</b>	<b>O</b>	<b>R 1/10</b>
			Value to be used as a multiplier to obtain a new value		
<b>Not Used</b>	<b>C00110</b>	<b>355</b>	<b>Unit or Basis for Measurement Code</b>	<b>O</b>	<b>ID 2/2</b>
			Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken		
<b>Not Used</b>	<b>C00111</b>	<b>1018</b>	<b>Exponent</b>	<b>O</b>	<b>R 1/15</b>
			Power to which a unit is raised		
<b>Not Used</b>	<b>C00112</b>	<b>649</b>	<b>Multiplier</b>	<b>O</b>	<b>R 1/10</b>
			Value to be used as a multiplier to obtain a new value		
<b>Not Used</b>	<b>C00113</b>	<b>355</b>	<b>Unit or Basis for Measurement Code</b>	<b>O</b>	<b>ID 2/2</b>
			Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken		
<b>Not Used</b>	<b>C00114</b>	<b>1018</b>	<b>Exponent</b>	<b>O</b>	<b>R 1/15</b>
			Power to which a unit is raised		
<b>Not Used</b>	<b>C00115</b>	<b>649</b>	<b>Multiplier</b>	<b>O</b>	<b>R 1/10</b>
			Value to be used as a multiplier to obtain a new value		
	<b>PAM04</b>	<b>522</b>	<b>Amount Qualifier Code</b>	<b>X</b>	<b>ID 1/2</b>
			Code to qualify amount		
			KE                      Annual Revenue		
			The sum of all incomes generated by a business over a period of one year		

*Use to indicate the average receipts for the past three years.*

	<b>PAM05</b>	<b>782</b>	<b>Monetary Amount</b> Monetary amount	<b>X</b>	<b>R 1/15</b>
			<i>Values should be rounded to the nearest dollar with no decimal. For example, if the actual monetary value is 10500.50, PAM05 would be '10501'.</i>		
<b>Not Used</b>	<b>PAM06</b>	<b>344</b>	<b>Unit of Time Period or Interval</b> Code indicating the time period or interval	<b>X</b>	<b>ID 2/2</b>
<b>Not Used</b>	<b>PAM07</b>	<b>374</b>	<b>Date/Time Qualifier</b> Code specifying type of date or time, or both date and time	<b>X</b>	<b>ID 3/3</b>
<b>Not Used</b>	<b>PAM08</b>	<b>373</b>	<b>Date</b> Date (YYMMDD)	<b>X</b>	<b>DT 6/6</b>
<b>Not Used</b>	<b>PAM09</b>	<b>337</b>	<b>Time</b> Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)	<b>X</b>	<b>TM 4/8</b>
<b>Not Used</b>	<b>PAM10</b>	<b>374</b>	<b>Date/Time Qualifier</b> Code specifying type of date or time, or both date and time	<b>X</b>	<b>ID 3/3</b>
<b>Not Used</b>	<b>PAM11</b>	<b>373</b>	<b>Date</b> Date (YYMMDD)	<b>X</b>	<b>DT 6/6</b>
<b>Not Used</b>	<b>PAM12</b>	<b>337</b>	<b>Time</b> Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)	<b>X</b>	<b>TM 4/8</b>
<b>Not Used</b>	<b>PAM13</b>	<b>1004</b>	<b>Percent Qualifier</b> Code to qualify percent	<b>X</b>	<b>ID 1/2</b>
<b>Not Used</b>	<b>PAM14</b>	<b>954</b>	<b>Percent</b> Percentage expressed as a decimal	<b>X</b>	<b>R 1/10</b>
<b>Not Used</b>	<b>PAM15</b>	<b>1073</b>	<b>Yes/No Condition or Response Code</b> Code indicating a Yes or No condition or response	<b>O</b>	<b>ID 1/1</b>

**Segment:** **DTM** Date/Time Reference  
**Position:** 330  
**Loop:** PAM Optional  
**Level:**  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To specify pertinent dates and times  
**Syntax Notes:**

- 1 At least one of DTM02 DTM03 or DTM06 is required.
- 2 If DTM04 is present, then DTM03 is required.
- 3 If either DTM06 or DTM07 is present, then the other is required.

**Semantic Notes:****Comments:****Notes:**

*1. Two iterations of the DTM segment are required, one to transmit the closing date of the registering party's accounting system and a second to indicate the date the registering party's business was started or acquired.*

*2. This segment is not applicable to government registrants.*

**Data Element Summary**

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>		<u>Attributes</u>
Must Use	DTM01	374	Date/Time Qualifier	M ID 3/3
			Code specifying type of date or time, or both date and time	
		196	Start	
			<i>Use to indicate the date the registering party's business was started or acquired.</i>	
		197	End	
			<i>Use to indicate the date on which the registering party's accounting period closes.</i>	
Must Use	DTM02	373	Date	X DT 6/6
			Date (YYMMDD)	
			<i>Use to indicate the Universal Time Coordinate (UTC) date the transaction set was created. In the context of registration, this date will represent the date that the business was started or acquired, or the date the registering party's accounting period closes.</i>	
Must Use	DTM03	337	Time	X TM 4/8
			Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)	
Not Used	DTM04	623	Time Code	O ID 2/2
			Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time;	

since + is a restricted character, + and - are substituted by P and M in the codes that follow

<b>Must Use</b>	<b>DTM05</b>	<b>624</b>	<b>Century</b>	<b>O</b>	<b>N0 2/2</b>
			The first two characters in the designation of the year (CCYY)		
<b>Not Used</b>	<b>DTM06</b>	<b>1250</b>	<b>Date Time Period Format Qualifier</b>	<b>X</b>	<b>ID 2/3</b>
			Code indicating the date format, time format, or date and time format		
<b>Not Used</b>	<b>DTM07</b>	<b>1251</b>	<b>Date Time Period</b>	<b>X</b>	<b>AN 1/35</b>
			Expression of a date, a time, or range of dates, times or dates and times		

**Segment:** **ENE** Electronic Systems Environment  
**Position:** 390  
**Loop:** ENE Optional  
**Level:**  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To specify electronic systems environment  
**Syntax Notes:** 1 If either ENE04 or ENE05 is present, then the other is required.  
**Semantic Notes:** 1 ENE05 specifies a contracted provider identification number.  
**Comments:**  
**Notes:**

1. Use is required, if registering party is EDI capable, to provide information about the electronic system environment as it pertains to the EDI capability of the registering party and related parties. Use, as applicable, in all transmissions except cancellations.
2. At least one iteration is required for an EDI capable registration to provide the EDI addressee(s) of the registering party, i.e. citing code KK in 1/N1/060, element NI01.
3. If applicable, use additional ENE loops to provide EDI information for additional parties associated with the registrant or multiple VANs or VASs used by the registrant.
4. Do not use if registering as a non-EDI capable trading partner.
5. With the exception of the 824, 864 and 997 transaction sets, a registrant can only register the use of a specific implementation convention (identified in TXN04) for use with 1 point of translation (ENE03). For example, use of the same implementation convention cannot be registered in two or more different occurrences of the ENE loop.

**Data Element Summary**

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>		<u>Attributes</u>
Must Use	ENE01	709	Communications Environment Code	M ID 2/2
			To indicate EDI systems media capability	
		PP	Point to Point	
			<i>Use to indicate the electronic communications number cited in ENE03 is a direct number to the party identified in the following N1 segment, not a number at a VAN or VAS. When used, identify the applicable Translation Software in the 1/N9/460 segment.</i>	
		SC	Service Contracted Provider	
			<i>1. Use to indicate the code cited in ENE03 is that of a certified VAN or VAS. When used, identify the</i>	

*applicable Translation Software in the 1/N9/460 segment.*

*2. Use of this data element by Government registrants is required to provide the translation point information required in ENE03.*

<b>Must Use</b>	<b>ENE02</b>	<b>365</b>	<b>Communication Number Qualifier</b>	<b>M</b>	<b>ID 2/2</b>
			Code identifying the type of communication number		
			ED Electronic Data Interchange Access Number		
<b>Must Use</b>	<b>ENE03</b>	<b>364</b>	<b>Communication Number</b>	<b>M</b>	<b>AN 1/80</b>
			Complete communications number including country or area code when applicable		
			<p><i>1. For commercial registrants, when ENE01 cites code SC, provide the three character VAN code of the certified VAN providing connectivity to the government for the party identified in the following NI segment. The three character VAN codes can be retrieved from the WORLD WIDE WEB at <a href="http://edi.oti.disa.mil/certify/van-ecpn.htm">http://edi.oti.disa.mil/certify/van-ecpn.htm</a>.</i></p> <p><i>2. For government registrants, identify the site by specifying the data entry placed in the GS02 in interchanges being sent by the site. For those government registrants who are connected to the Government's Electronic Commerce Infrastructure (ECI) via either a gateway or the ECPN, identify the site by specifying the 'Site GS Code' entry for the registrant from the table maintained on the World Wide Web at <a href="http://edi.oti.disa.mil/certify/sites.pdf">http://edi.oti.disa.mil/certify/sites.pdf</a>'.</i></p>		
	<b>ENE04</b>	<b>66</b>	<b>Identification Code Qualifier</b>	<b>X</b>	<b>ID 1/2</b>
			Code designating the system/method of code structure used for Identification Code (67)		
			12 Telephone Number (Phone)		
	<b>ENE05</b>	<b>67</b>	<b>Identification Code</b>	<b>X</b>	<b>AN 2/20</b>
			Code identifying a party or other code		
			<p><i>For commercial registrants, specify the telephone number of your VAN service provider.</i></p>		

**Segment:** **N1** Name  
**Position:** 400  
**Loop:** N1 Optional  
**Level:**  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To identify a party by type of organization, name, and code  
**Syntax Notes:**  
 1 At least one of N102 or N103 is required.  
 2 If either N103 or N104 is present, then the other is required.

**Semantic Notes:**  
**Comments:**  
 1 This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.  
 2 N105 and N106 further define the type of entity in N101.

**Notes:**  
 1. *Use this segment to identify the parties to whom the EDI information within this iteration of the ENE loop applies.*  
 2. *If other EDI capable parties associated with the registrant use a different method of connectivity with the government (dial-up number or VAN), use other iterations of the ENE loop to provide those parties' EDI information.*  
 3. *If the Trading Partner requires that the 820 Remittance Advice be sent directly to the party to receive payment from the Government payment office, specify code 1P in N101.*  
 4. *If code 1P is specified in N101, specify the name of the VAN or other party to receive an 820 Remittance Advice.*

**Data Element Summary**

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	N101	98 Entity Identifier Code	M ID 2/3
		Code identifying an organizational entity, a physical location, property or an individual	
		1P Provider	
			<i>1. Use to indicate the party to receive an 820 remittance advice transaction.</i> <i>2. Provide EDI related information about this party in the 1/ENE/390 loop.</i>
		GP Gateway Provider	
		Identifies a gateway access provider	
			<i>1. Departments and Agencies use this code to specify the name of the gateway or Electronic Commerce Processing Node (ECPN) used to route their EDI transmissions.</i>



*2. This value will appear in the ISA08 of interchanges containing groups of transaction sets addressed to the named party and in the ISA06 of interchanges containing groups of transaction sets from the named party.*

*3. This identification code cannot exceed 15 characters and must be left - justified.*

<b>Not Used</b>	<b>N105</b>	<b>706</b>	<b>Entity Relationship Code</b> Code describing entity relationship	<b>O ID 2/2</b>
<b>Not Used</b>	<b>N106</b>	<b>98</b>	<b>Entity Identifier Code</b> Code identifying an organizational entity, a physical location, property or an individual	<b>O ID 2/3</b>

**Segment:** **N9 Reference Identification**  
**Position:** 460  
**Loop:** N1 Optional  
**Level:**  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To transmit identifying information as specified by the Reference Identification Qualifier

- Syntax Notes:**
- 1 At least one of N902 or N903 is required.
  - 2 If N906 is present, then N905 is required.
  - 3 If either C04003 or C04004 is present, then the other is required.
  - 4 If either C04005 or C04006 is present, then the other is required.

- Semantic Notes:**
- 1 N906 reflects the time zone which the time reflects.
  - 2 N907 contains data relating to the value cited in N902.

**Comments:**

**Notes:** *One iteration of this N9 segment is required to provide the software product used by the translation point cited in the preceding N1 segment.*

**Data Element Summary**

	<u>Ref. Des.</u>	<u>Data Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	N901	128	<b>Reference Identification Qualifier</b> Code qualifying the Reference Identification V0 Version	M ID 2/3
Must Use	N902	127	<b>Reference Identification</b> Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier <i>Cite the software product used by the translation point cited in the preceding N1 segment. Indicate the software product identification number and version number. The product ID number can be obtained from the Compliance Certification Facility on the World Web <a href="http://edi.oti.disa.mil/soft.html">http://edi.oti.disa.mil/soft.html</a>. If additional characters are required, continue the citation in N903.</i>	X AN 1/30
	N903	369	<b>Free-form Description</b> Free-form descriptive text	X AN 1/45
	N904	373	<b>Date</b> Date (YYMMDD) <i>Indicate the release date of the version of the translation software identified in N902.</i>	O DT 6/6
Not Used	N905	337	<b>Time</b> Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes	X TM 4/8

(00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)

Not Used	N906	623	<b>Time Code</b>	<b>O</b>	<b>ID 2/2</b>
			Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow		
Not Used	N907	C040	<b>Reference Identifier</b>	<b>O</b>	
			To identify one or more reference numbers or identification numbers as specified by the Reference Qualifier		
Not Used	C04001	128	<b>Reference Identification Qualifier</b>	<b>M</b>	<b>ID 2/3</b>
			Code qualifying the Reference Identification		
Not Used	C04002	127	<b>Reference Identification</b>	<b>M</b>	<b>AN 1/30</b>
			Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier		
Not Used	C04003	128	<b>Reference Identification Qualifier</b>	<b>X</b>	<b>ID 2/3</b>
			Code qualifying the Reference Identification		
Not Used	C04004	127	<b>Reference Identification</b>	<b>X</b>	<b>AN 1/30</b>
			Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier		
Not Used	C04005	128	<b>Reference Identification Qualifier</b>	<b>X</b>	<b>ID 2/3</b>
			Code qualifying the Reference Identification		
Not Used	C04006	127	<b>Reference Identification</b>	<b>X</b>	<b>AN 1/30</b>
			Reference information as defined for a particular Transaction Set or as specified by the Reference Identification Qualifier		

**Segment:** **TXN** Transaction Capabilities  
**Position:** 480  
**Loop:** TXN Optional  
**Level:**  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To indicate EDI transaction capabilities  
**Syntax Notes:**  
**Semantic Notes:** 1 If used, TXN08 and TXN09 indicate the effective date and time.  
**Comments:**

- Notes:**
1. Use, as applicable in all transmissions except cancellations, to provide capabilities for sending and receiving EDI transaction sets based on Federal or Department of Defense implementation conventions.
  2. Use as many iterations as necessary to describe the full EDI capability of the parties cited in 1/N1/400 through the environment cited in 1/ENE/390.
  3. With the exception of the 824, 864 and 997 transaction sets, a registrant can only register the use of a specific implementation convention (identified in TXN04) for use with 1 point of translation (ENE03). For example, use of the same implementation convention cannot be registered in two or more different occurrences of the ENE loop.

**Data Element Summary**

Ref.	Data Element	Name	Attributes
Must Use	TXN01	306 Action Code	M ID 1/2
		Code indicating type of action	
		5 Send	<i>Use to indicate that the cited transaction set can be sent by the registering party.</i>
		6 Receive	<i>Use to indicate that the cited transaction set can be received by the registering party.</i>
		K In Production Send and Receive	<i>Use to indicate that the cited transaction set can be both sent and received by the registering party.</i>
Must Use	TXN02	455 Responsible Agency Code	M ID 1/2
		Code used in conjunction with Data Element 480 to identify the issuer of the standard	
		T Transportation Data Coordinating Committee (TDCC)	<i>Use to indicate the standard in which the cited transaction set can be sent/received.</i>

*Used by the Federal Government to indicate that the EDI Implementation Conventions identified in TXN04 will be specified using the IC naming conventions detailed in Part 10 of the Federal Implementation Guidelines.*

**Must Use TXN03 143 Transaction Set Identifier Code M ID 3/3**

Code uniquely identifying a Transaction Set

*This data element is only populated to satisfy the requirements of the ANSI ASC X12 standard concerning this mandatory data element. However, the data contained in TXN03 will not be used or processed by the Central Contractor Registration system.*

838 Trading Partner Profile

*The Federal Government is populating this data element with code 838 to be compliant with the ANSI ASC X12 standards, but for the purpose of trading partner registration, the data entered in TXN03 is irrelevant and not used in any processing.*

**Must Use TXN04 480 Version / Release / Industry Identifier Code M AN 1/12**

Code indicating the version, release, subrelease, and industry identifier of the EDI standard being used, including the GS and GE segments; if code in DE455 in GS segment is X, then in DE 480 positions 1-3 are the version number; positions 4-6 are the release and subrelease, level of the version; and positions 7-12 are the industry or trade association identifiers (optionally assigned by user); if code in DE455 in GS segment is T, then other formats are allowed

*Each Federal and Department of Defense (DoD) Implementation Convention (IC) used by the Federal government has a unique identifier specified as follows:*

*I. For Federal and DoD ICs based on an ANSI ASC X12 transaction set:*

*Positions 1 through 6: ANSI ASC X12 Version and Release number (e.g. 003010) upon which the IC is based.*

*Position 7: Organizational Scope  
F = Federal  
D = DOD  
G = Government (transitional)*

*Positions 8 through 10: Transaction Set Identifier Code (e.g. 850).*

*Position 11: Variant: A character used to differentiate between different functional implementations of the*

*same transaction set.*

*If the convention is not a variant, an underscore (\_) will appear in this position.*

**Position 12:** *A sequential number starting with 0 and incremented by 1 each time the implementation convention is revised.*

*An example of the Version/Release/Industry Identifier Code for revision 1 of the Federal specific IC for the X12 Version 003050 Commercial Invoice (810C) transaction set is 003050F810C1.*

**2. For Federal and DoD ICs based on a UN/EDIFACT message:**

**Positions 1 through 3:** *UN/EDIFACT Version number (e.g. 921, 97A) upon which the IC is based.*

**Position 4:** *Organizational Scope*  
*F = Federal*  
*D = DOD*  
*G = Government (transitional)*

**Positions 5 through 10:** *Message Identifier Code (e.g. ORDERS).*

**Position 11:** *Variant: A character used to differentiate between different functional implementations of the same message.*

*If the convention is not a variant, an underscore (\_) will appear in this position.*

**Position 12:** *A sequential number starting with 0 and incremented by 1 each time the implementation convention is revised.*

*An example of the Version/Release/Industry Identifier Code for revision 1 of the Federal specific IC for the UN/EDIFACT Version 97A Purchase Order (ORDERS) message is 97AFORDERS\_1.*

**Must Use TXN05 306 Action Code M ID 1/2**

Code indicating type of action

1 Add

	<b>TXN06</b>	<b>124</b>	<b>Application Receiver's Code</b>	<b>O AN 2/15</b>
			Code identifying party receiving transmission. Codes agreed to by trading partners	
			<i>1. If the registrant will receive the implementation convention (IC) identified in TXN04 (TXN01 = "6" or "K"), provide the registrant's receiving application identification code.</i>	
			<i>2 In order for the registrant to receive the IC identified in TXN04, this value must be populated in GS03 of the GS segment of any interchange addressed to the registrant.</i>	
			<i>3. If the registrant will not receive the IC identified in TXN04, do not populate this data element.</i>	
	<b>TXN07</b>	<b>142</b>	<b>Application Sender's Code</b>	<b>O AN 2/15</b>
			Code identifying party sending transmission; codes agreed to by trading partners	
			<i>1. If the registrant will transmit the implementation convention (IC) identified in TXN04 (TXN01 = "5" or "K"), provide the registrant's transmitting application identification code.</i>	
			<i>2. In order for the registrant to transmit the IC identified in TXN04, this value must be populated in GS02 of the GS segment of any interchange transmitted by the registrant.</i>	
			<i>3. If the registrant will not transmit the IC identified in TXN04, do not populate this data element.</i>	
<b>Not Used</b>	<b>TXN08</b>	<b>373</b>	<b>Date</b>	<b>O DT 6/6</b>
			Date (YYMMDD)	
<b>Not Used</b>	<b>TXN09</b>	<b>337</b>	<b>Time</b>	<b>O TM 4/8</b>
			Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)	

**Segment:** **SE** Transaction Set Trailer  
**Position:** 530  
**Loop:**  
**Level:**  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To indicate the end of the transaction set and provide the count of the transmitted segments (including the beginning (ST) and ending (SE) segments)  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:** 1 SE is the last segment of each transaction set.

**Data Element Summary**

	<b>Ref.</b>	<b>Data</b>		
	<b>Des.</b>	<b>Element</b>	<b>Name</b>	<b>Attributes</b>
Must Use	SE01	96	Number of Included Segments	M N0 1/10
			Total number of segments included in a transaction set including ST and SE segments	
			<i>Use to indicate the total number of segments included in the transmission including the ST and SE segments.</i>	
Must Use	SE02	329	Transaction Set Control Number	M AN 4/9
			Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	
			<i>Use to transmit the same unique control number assigned by the originator of the transaction set, as the control number cited in ST02.</i>	